

SECRET

11 March 1971

MEMORANDUM FOR: FMSAC Career Service Panel Members

SUBJECT: Ten-Year Personnel Career Planning
Program -- Time in Grade
Considerations

1. During our work on the ten-year program we will be planning promotion considerations for FMSAC personnel as a necessary early step in the processing. In order to facilitate some of the procedures it seems practical to adopt a standard of minimum time in grade before consideration for promotion. There are many fundamental objections to "yet another restriction," but I see little room for an alternative if we are to satisfactorily meet our responsibilities.

2. In trying to propose a standard that I could find palatable, the "times in grade" in paragraph 3 were derived by considering past actions by FMSAC. I reviewed past personnel actions involving those FMSAC personnel I believe most of us would categorize as "comers." I averaged the times in grade they spent between promotions. I believe in this case the average resulting is appropriate to use as a new minimum time standard. First, there often was little spread, and second, in those cases where there was considerable spread those actions drove the average time down and their inclusion should be insurance that we are not penalizing even outstanding personnel with the resulting proposed minimum times.

3. The minimum times in grade before consideration for promotion to the next higher grade which resulted from the review above are:

SECRET

SUBJECT: Ten-Year Personnel Career Planning Program --
Time in Grade Considerations

<u>Grade Level of Recommendation</u>	<u>Minimum Time in Previous Grade Before Recommendation</u>
9	8-10 months
10	11-12
11	13-12
12	17-18
13	21-24
14	33-30
15	36

4. I expect to discuss this subject, as well as the content of the memorandum on personnel groupings at our meeting on 17 March. At that meeting we should arrive at any modifications that the Panel considers necessary relative to either subject. Please treat the subject of both memoranda and the implicit hypotheses relative to general personnel evaluations on a strict need-to-know basis. I believe much of this type of generally applicable information must be disseminated to all personnel but only after the Panel has arrived at recommendations for the Director/FMSAC and after he has validated them.

25X1

Chairman
FMSAC Career Service Panel

SECRET